



DEPARTMENT OF THE ARMY
2ND BATTALION, 139TH REGIMENT (GENERAL STUDIES)
NORTH CAROLINA ARMY NATIONAL GUARD
POST OFFICE BOX 70300
FORT BRAGG, NORTH CAROLINA 28307-5000

139REGT-OCS

11 January 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Letter of Instruction (LOI) for Prospective Officer Candidates

1. Congratulations on your decision to apply to Officer Candidate School. Attending OCS will be a memorable experience and most rewarding for those who graduate. The course curriculum is demanding and will challenge you physically and mentally. Because of this, the Pre-Officer Candidate School (Pre-OCS) Course was developed to prepare you for the challenges of OCS, particularly your off site Phase I. My staff will see that your time at the 2nd Regiment (GS) is productive and prepares you for OCS. As commander of the OCS Company, I extend my best wishes for your success.
2. The following information is provided for prospective Officer Candidates attending the Pre-OCS orientation at the Headquarters 139th Regiment (CA), North Carolina Military Academy (NCMA), Ft. Bragg, NC.

Pre-OCS training dates:

9-10 February 2008	19-20 April 2008
29-30 March 2008	17-18 May 2008

***** Students should arrive on the Friday preceding each drill NLT 1800 hrs.**

3. REPORTING/DEPARTING:

- a. Students will report to Building A-4595 – (Classroom #1 Room 204), Headquarters 139th Regiment (CA), Fort Bragg, NC, NLT 0700 hrs, 9 February 2008, for in processing (See maps/Ft. Bragg Access Control Points (ACPS) information at Enclosures 1 and 2).
- b. Quarters will be available the evening prior to training for early arrivals.
- c. Students will report for in-processing in ACUs. The following items are required for in-processing.
 - (1) Valid Military ID Card.
 - (2) Identification Tags.



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(3) OCS Enrollment Packet (records should arrive prior to 9 Feb 08). Packet with Medical and Dental Records).

(4) All issued OCIE/PCIE. (See OCS Packing List at Enclosure 3, also found online in the OCS Enrollment Packet/Guide).

4. TRANSPORTATION:

a. It is the unit/individual responsibility for transportation to and from Ft. Bragg. Military transportation will be provided for in and around mileage by NCMA during the conduct of the course.

b. Student parking for military vehicles and privately owned vehicles (POVs) is designated in the rear parking lot at NCMA.

5. UNIFORM/EQUIPMENT:

a. Uniforms for include Class C, Class E and IPFU w/ reflector belt. During OCS the only authorized patches are the name tape and "US ARMY" tape.

(1) Class C Uniform = ACUs w/ Patrol Cap (berets are not authorized for officer candidates)

(2) Class E Uniform = ACUs w/ LBV and Kevlar Helmet

(3) Improved Physical Fitness Uniform (IPFU) = Jacket, Long Pants, shorts, shirts (long and short sleeves), black knit cap, running shoes, white socks (ankle or mid calf length without logos) and yellow reflector belt.

b. Uniform will be prescribed per the training schedule and worn in accordance with AR 670-1.

c. Washers and dryers are available in the barracks. Students must provide laundry detergent.



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- d. Refer to enclosure 3 for equipment requirements for the course.
6. QUARTERS/MEALS: Billets and meals will be provided. HQ 139th Regiment Supply will issue linen. Sleeping bags are encouraged and will not be issued by HQ 139th Regiment Supply. Students will need to bring necessary personal hygiene and comfort items.
7. PAY AND ALLOWANCE:
 - a. Units are responsible for pay for Drills performed during the months of February, March and April 2008. A SUTA Certificate and Training Sign In Roster can be made available to units for pay purposes.
 - b. Effective 17 May 2008 upon successfully passing the APFT candidates will be attached to the 139th Regiment. Once attached NCMA will process Pay and Allowance.
 - c. Candidates completing Pre-OCS and enrolled for OCS Phase 1, will be advanced to E-6 pay grade effective 30 May 2008.
8. ADDITIONAL INFORMATION:
 - a. Students should bring adequate funds for personal needs.
 - b. The Main AAFES (PX) is located on Butner Road.
 - c. HQ 139th Regiment (CA) telephone number is (910) 495-7914.
 - (1) The above telephone number is provided for emergency and official calls only.
 - (2) Collect calls will not be accepted.
 - d. Military Clothing Sales Store (MCSS) is located on Reilly Road at the AAFES Mini Mall.
 - e. Alcohol, drugs, supplements, and firearms are prohibited at Headquarters 139th Regiment (CA).
 - f. Refer to enclosure 4 for safety information.



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g. Due to threat condition at Ft. Bragg, all soldiers must have a valid ID Card to get on post. Vehicle checkpoints are manned 24 hours per day by post MP's.

9. PREREQUISITE FOR COURSE ATTENDANCE:

- a. All Prospective Candidates must meet prerequisites of OTAGNC Reg 351-1 for OCS.
- b. **All Prospective Candidates are required by HQ 139th Regiment (CA) to take a diagnostic APFT on Sunday, 10 February 2008.**
- c. Students with the following conditions should not attend this course:
 - (1) Fractures with or without cast.
 - (2) Recent surgery.
 - (3) Upper respiratory infection.
 - (4) Any medical condition involving medication that may impair the individual.
 - (5) Any medical condition involving medication that requires refrigeration.
 - (6) Pregnant Soldiers.

10. SICK CALL PROCEDURE:

- a. Sick call will be held at the 139th Regiment Aid Station. Emergencies will be transported to Womack Army Community Hospital. Injuries and illnesses incurred during this training will require a Line of Duty (LOD) investigation to be initiated by the Pre OCS OIC or NCOIC at NCMA.
- b. Sick call procedures will be announced during orientation.

11. CHAIN OF COMMAND: The chain of command will be explained to the students during orientation and will be strictly adhered to. All matters will be handled through the chain of command beginning at lowest level.



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12. COUNSELING, COMPLAINTS AND GRIEVANCES:

a. The cadre is available at any time for counseling and grievances. Students with personal problems or grievances should utilize the chain of command. Every effort will be made to resolve student problems.

b. Students will be counseled as required to include disciplinary actions, substandard performance, attitude problems, etc.

c. Chaplain support will be available during the entire training period.

d. Any grievances will be handled IAW appropriate regulations.

13. Upon successful completion of Pre-OCS, NCMA will transport students and equipment to Eastover, SC for Phase I OCS training, 30 May – 14 June 2008.

14. Points of contact are CPT Swistak or SGT Casiano at (910) 495-7908 / 7992/7958.

5 Encls:

1. Map to NCMA
2. Entrances /Access Points
3. OCS Packing List
4. Safety

//SIGNED//
KATHERINE S. SWISTAK
CPT, MP, NCARNG
OCS Project Officer

DISTRIBUTION:

JFHQ-NC-J3
JFHQ-NC-J1
JFHQ-NC-J4
JFHC-NC/SMO
CDR, 30TH HBCT
CDR, 130th CSB(ME)
CDR, 60TH TRP CMD
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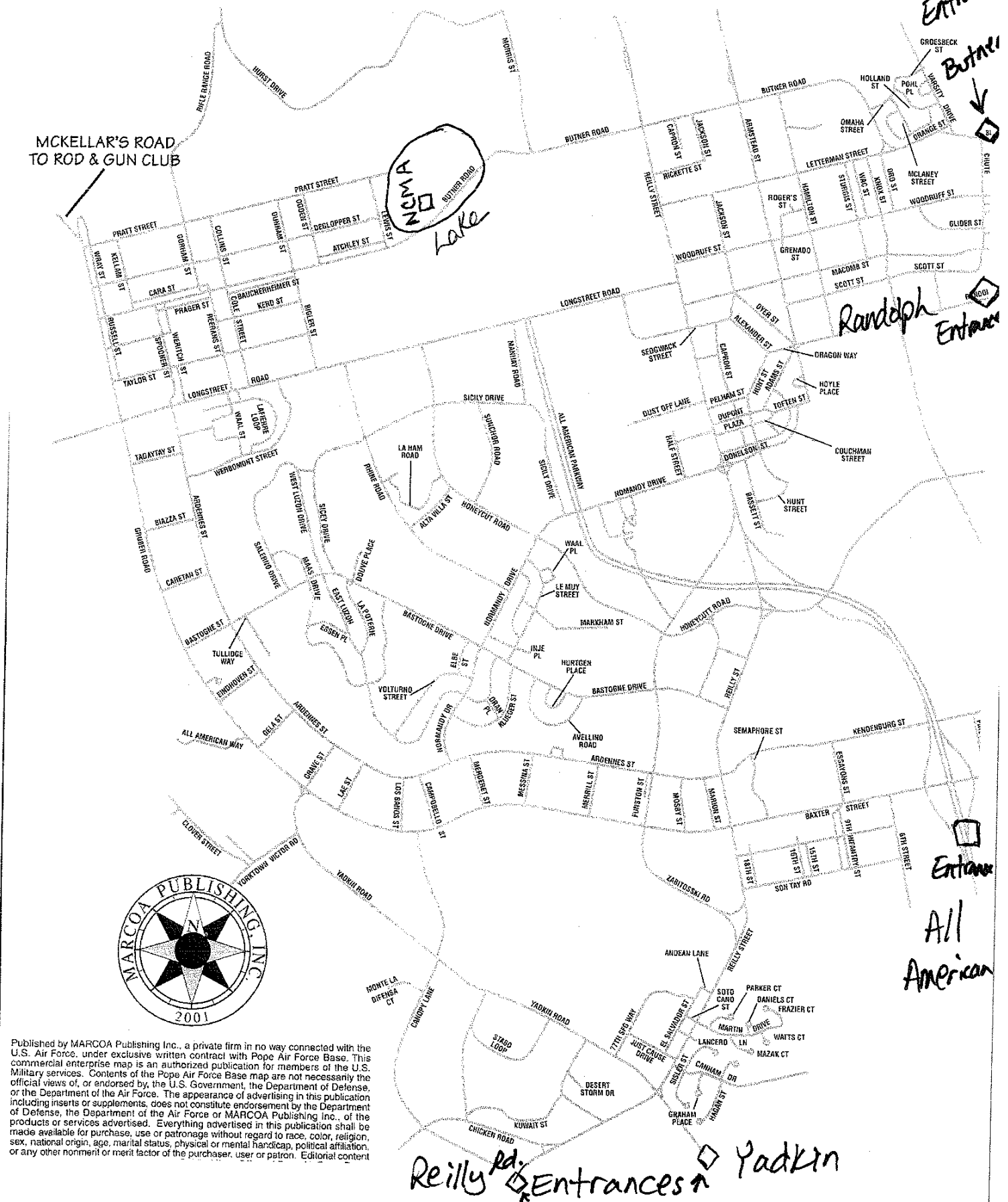
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CDR, 449 CAB
CDR, 113TH FA BDE
CDR, HQ 139TH REGT
CDR, 139th REGT GS BN
CLASS FOLDER
PROSPECTIVE CANDIDATES

SAFETY

1. No rings or jewelry will be worn during the entire course.
2. No LBE/LBV will be worn while driving any military vehicle. This does not include the Kevlar helmet, which will be worn at all times in the vehicle while moving.
3. Kevlars with chinstraps fastened, are required for any training conducted outside. LBE/LBV can be grounded outside in one designated spot at the direction of instructors.
4. Ground guides are required while moving any GSA or military vehicle in the compound area.
5. Avoid any contact with the animal life on Fort Bragg. Ticks, snakes, and various nocturnal animals will be plentiful. Contact a medic in the event you are involved with any of these or related animals.
6. Issued cold weather clothing should be worn to prevent cold weather injuries. Contact a medic at the first signs of frost bite or similar injuries.
7. A reflective belt/vest will be worn during any training that requires contact with a roadway.
8. Contact with poisonous plants (poison oak, ivy, sumac) should be avoided.
9. All personnel should be aware that Ft. Bragg Policy #51 (effective 1 March 1995) requires personnel walking or running on the road surface or shoulder to wear a reflective belt/vest and proceed facing traffic as required by North Carolina laws.

FORT BRAGG



Phase 0 Fort Bragg & Phase 1 Eastover, SC
Packing List – page 1 of 2

Items Issued by Your Unit Supply Sergeant: Required # On Hand

ACU cap	2	
ACU Tops	4	
ACU Trouser Belt	2	
ACU Trousers	4	
Ammo Case (small arms)	2	
Camel Back, ACU 100 oz	1	
Canteen	2	
Canteen cover	2	
Canteen cup	1	
Desert boots	2 pr.	
Duffel Bag	2	
Entrenching Tool	1	
First Aid Case	1	
Flashlight w/batteries, OD green	1	
Kevlar helmet	1	
Large Ruck - medium is acceptable for Phase 1 & 2 if necessary, but Large is preferred. Large required for Phase 3.	1	
Laundry Bag	2	
LBE/LBV with belt	1	
Leather gloves, black shell	1 pr.	
Poncho (nylon)	1	
PT Reflective Belt	1	
PT shirts (short sleeve)	2	
PT shorts	2	
PT Spandex shorts (issued black or grey)	1	
Sleeping bag	1	
Sleeping mat	1	
Undershirts, tan	6	
Waterproof Bag	1	
Wet Weather top	1	
Wet Weather Trousers	1	

Items that may be issued by Your Unit Required # On Hand
Supply Sergeant

Binder, black 2 inch (no clear plastic sleeves on the outside)	1	
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Phase 0 Fort Bragg & Phase 1 Eastover, SC
Packing List – page 1 of 2

**Items that may be issued by Your Unit
Supply Sergeant**

Required #

On Hand

Boot Socks (green, black or tan)	10 pr.	
Towels, brown	4	
Washcloth, brown	2	

**Items Officer Candidates are
Responsible to acquire:**

Required #

On Hand

Combination Locks	2	
Drawers (one white for display)	6	
Field Watch, black	1	
Index Cards (3x5)	1 pack	
Laundry soap	1 box	
Running Shoes	1 pr.	
Sewing kit	1	
Shower Shoes	1 pr.	
Toiletries		
Towel, white	1	
Washcloth, white	2	
White Socks (calf length)	6 pr.	
Ziploc bags (1 qt. size)	1	

Optional

ACU Butt Pack	1	
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